



No. 200703

Asst G1 for Civilian Personnel - Korea Area Training World



Spring 2007



*Free Training!
Come & Get It!*

Spring brings warmer weather, blossoming trees, and the songs of birds. It also brings the spring issue of **Training World**, which we hope has been equally long-awaited. It features current news about NSPS and other training that's happening in Korea and elsewhere, and also news about plans for FY 08, including a new CES quota allocation and application process. As always, your comments and suggestions are welcome.

John Robbert

Two websites offer free training to all Army employees. Check them out:

The Army e-Learning Website has certification programs, foreign language training, some college course accreditation, and more. The site's accessible to anyone with an AKO e-mail address. For information, visit the DLS website at www.dls.army.mil/eLearn/overview.html. Or go to the site itself, available 24/7 at <https://usarmy.skillport.com>.

USA Learning, formerly GoLearn.gov, is a one-stop source for training and development products and tools. Sponsored by the Office of Personnel Management (OPM), it's part of the President's e-Training Initiative. Registration is free and available to anyone with a .gov or .mil email address. For more information, visit the press article at <http://www.opm.gov/news/opm-announces-revamp-of-elearning-website-now-known-as-usalearninggov.939.aspx>. Or check out the site itself at www.USALearning.gov.



*We've Changed
Our Name*

As you may have noticed, our masthead looks a little different this month. Effective in January, we, the Civilian Human Resources Agency (CHRA), Korea Region, became simply Korea Area, part of West Region, Assistant G1 for Civilian Personnel. Our Regional Director, Mark Schaefer, became Area Director Mark Schaefer. And, in fact, CHRA itself ceased to exist. It's all part of a reorganization—officially a “transformation”—that's designed to improve and streamline Army's civilian personnel services.

One of the big changes you'll see happening, here in Korea and throughout Army will be a shift in numbers. The Civilian Personnel Operations Center (CPOC) in Daegu will be losing staff members and the four local Civilian Personnel Advisory Centers (CPACs) gaining them. This will reverse the present 60%-40% split, giving the CPACs the majority of personnelists on the peninsula. Oh, and the names, “CPOC” and “CPAC”, are going to be changing, too. Stay tuned...



National Security Personnel System

NEWS

KOREA GEARS UP FOR SPIRAL 2.1

So far, Korea's participation in conversion to the new National Security Personnel System (NSPS) has been pretty meager, with a total of less than 130 employees converting in all of Spirals 1.2 and 1.3. But with Spiral 2.1, all of that is going to change big time. Both Eighth Army and

IMCOM are scheduled to convert to NSPS on 1 October 2007. This includes an estimated 700 U.S. non-bargaining unit employees stationed in Korea. So far, plans to include bargaining unit employees are still on hold pending the outcome of court decisions expected this summer.

To minimize TDY costs, Army's policy is that converting employees and supervisors must attend classes offered by their local CPAC. Therefore, in order to gear up to meet the challenge of these big numbers, Korea's four CPACs have already begun to schedule required pre-conversion classes. For employees, it's a 1-day class; for supervisors, the class is 2 days. Classes will be ongoing in Korea from right now through the spring, summer and fall.

For more information, converting employees and supervisors can contact their activity's NSPS Transition Manager or their local CPAC. Scheduled courses are listed on the HRDD website under "Local Courses." Or, they can be found on the Army-wide NSPS Training Calendar:

<https://nccpoc.ria.army.mil/Apps/NSPSTraining/menu.asp>

NSPS PAY POOL TRAIN-THE-TRAINER CLASSES

During May, the Asst G1 for Civilian Personnel, Korea Area will host two NSPS Pay Pool Train-the-Trainer classes. The first is scheduled for 16-18 May at Henry's Place, Camp Henry, Daegu, and will take place in the second in Seoul, 21-23 May. The purpose of these classes will be to certify invited HR specialists, activity managers and others who will then provide timely, required pay pool management training to commands after they have converted to NSPS. The class will cover the practical aspects of NSPS pay pool management, including use of the Army's on-line Performance Appraisal Tool.

"NSPS 101" IS THE PLACE TO START

"What happens to me when my position is converted to NSPS?" "How will the new pay-for-performance system work?" If your command is scheduled to convert any time soon from the

General Schedule to the National Security Personnel System, "NSPS 101" is a great source of answers to these questions and many others. It's a web-based course that takes approximately an hour and a half to complete and covers classification, compensation, performance management, staffing flexibilities, workforce shaping and more. It even has a built-in conversion calculator that identifies an employee's career group, pay schedule, pay band and estimate of within-grade increase buy-in. It's an important foundation for more NSPS training that's on the way.

To take NSPS 101, click here:

<http://www.cpms.osd.mil/nsps/nsps101/nsps/index.htm>

Important note: When you complete the course, fax or e-mail a copy of your certificate to HRDD. We'll enter the data into DCPDS for you.



"If A is success in life, then A equals x plus y plus z. Work is x; y is play; and z is keeping your mouth shut."

Albert Einstein



Get on the BALL!
Complete a Training Needs Survey

Attention Commanders, Managers, Supervisors! What training courses would you like to see offered locally here in Korea during FY 2008? We need your input. The official Korea Area Civilian Training Needs Survey for FY 2008 will be distributed to serviced activities, through local CPACs, the week of 9 April. Units and activities will submit their survey data back to their CPAC for consolidation before it's sent to us at HRDD. The deadline for all of that will be 31 May.

Here's the point: **The quality and relevance of the courses HRDD is able to bring to Korea in FY 2008 will depend entirely on you.** Look for

the survey to be distributed through your chain. But if you don't receive your copy, that won't be a problem. Contact your local CPAC. Or call HRDD; we'll be happy to send you one. Or, just go to HRDD's web page at the address below and download the memorandum and the form:

<http://cpoc-www.korea.army.mil/ag1cp/hrd.htm>

Support targeted, high quality, cost-effective training in Korea! Do the Survey! We all benefit!



REGIONAL COURSES STILL OPEN

Many excellent training opportunities are still available for both KN and U.S. employees. Courses are scheduled in Seoul, Daegu and, for the first time, in Uijongbu. They are very reasonably priced and of high quality. Check out the remaining schedules below.

Courses in Seoul:

Course	Date	Price	Apply Before
Communication Skills for Leaders	14-15 Jun	\$387	13 Apr
Project Management	19 - 22 Jun	\$770	20 Apr
Leadership Skills for Non-Supervisors*	21-22 Jun	\$300	20 Apr
Budget Analysis Workshop	26-29 Jun	\$647	27 Apr
Decision Making & Problem Solving*	11-13 Jul	\$353	11 May
Basic Communicat'n Skills*	19-20 Jul	\$387	1 Jun
Intro to Financial Management	25-27 Jul	\$615	25 May
Leadership Skills for Non-Supervisors	9-10 Aug	\$907	8 Jun
Effective Army Writing	22-24 Aug	\$615	22 Jun
Basic Contract Administration	10-14 Sep	\$787	13 Jul
Advanced MS PowerPoint	17-20 Sep	\$562	20 Jul

* = Korean language version

Courses in Daegu:

Course	Date	Price	Apply Before
Team Building Workshop*	12-15 Jun	\$407	20 Apr
Advanced MS Excel	19-22 Jun	\$374	4 May
Customer Service Excellence	19-20 Jun	\$330	13 Apr
Advanced MS Access	21-24 Aug	\$657	22 Jun
Effective Army Writing	27-29 Aug	\$615	29 Jun
Advanced MS Word	28-31 Aug	\$374	13 Jul
Basic Communicat'n Skills*	6-7 Sep	\$300	20 Jul
Advanced MS PowerPoint	11-14 Sep	\$582	13 Jul

* = Korean language version

Courses in Uijongbu:

Course	Date	Price	Apply Before
Customer Service Excellence	26-27 Jun	\$341	27 Apr
Basic Communicat'n Skills*	23-24 Aug	\$387	6 Jul

• = Korean language version

SHORT COURSE IN HUMAN RELATIONS

- The 6 Most important words:
I ADMIT THAT I WAS WRONG.
- The 5 most important words:
YOU DID A GREAT JOB!
- The 4 most important words:
WHAT DO YOU THINK?
- The 3 most important words:
COULD YOU PLEASE?
- The 2 most important words:
THANK YOU!
- The most important word: WE.
- The least important word: I.

Author: Unknown

CIVILIAN EDUCATION SYSTEM (CES) COURSE UPDATE

FY 2007 CLASSES: THERE'S STILL TIME

Launched in January, Civilian Education System (CES) Basic, Intermediate and Advanced resident courses are now being conducted at Ft. Leavenworth and Ft. Belvoir. The Basic Course is two weeks in length, the Intermediate Course is three weeks long, and the Advanced Course is four weeks. Each is preceded by a required on-line "dL" (distance learning) course. Travel in connection with CES is centrally funded. As the listing below shows, there's still (just) time to register for remaining FY 07 classes.

Course	BASIC (BC)	INTERME D (IC)	ADVANCED (AC)
Class Number	CESW076BC	CESE076IC	CESE076AC
Resident Class Dates	Aug 20 - Aug 31, 07	Aug 13 - Aug 31, 07	Aug 13 - Sep 7, 07
Application Deadline	23-Apr-07	16-Apr-07	16-Apr-07
dL Completion Date	20-Jul-07	13-Jul-07	13-Jul-07
Campus Location	Leavenworth	Belvoir	Belvoir

Registration is made directly to CES using their on-line application website:
<http://www.amsc.belvoir.army.mil/ces/>.

NEW QUOTA MANAGEMENT PROCESS FOR FY 2008

Beginning in FY08, quotas for CES courses will be distributed to Army commands, component commands and direct reporting units based on the number of assigned supervisors as determined by the Total Army Centralized Individual Training Survey (TACITS) process and the Structure Manning Decision Review quota distribution system. This is the same process used by the military for forecasting and managing training requirements.

There will be a new application process, too. It's still being developed, but is planned to work basically as follows: Applications will be made using the Civilian Human Resources Training Application System (CHRTAS). Once an application has been approved by the supervisor, it will go to the activity training coordinator, who will determine if a quota is available for the requested class and, if so, will input a reservation in CHRTAS.

For additional information about CES, check out the Approved CES Policy document and Policy Matrix available on HRDD's web page:
<http://cpoc-www.korea.army.mil/ag1cp/hrd.htm>.



PRE-RETIREMENT BRIEFINGS SCHEDULED

During the week of 9-13 July, specialists from the Army Benefits Center-Civilian (ABC-C) will present a series of Pre-Retirement Briefings in Korea. The tentative schedule is as follows:

11 July - Camp Red Cloud

12 July - Yongsan Post, Seoul

13 July - Camp Henry, Taegu

Two separate briefings will be offered at each location, one for CSRS employees and another for FERS employees. Each briefing is expected to last approximately three hours. Interested employees should make plans now to attend. Details about times and locations will be forthcoming from your local CPAC.





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**We value your comments, questions
and suggestions. Please contact us.**

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